

6-1-1947

Bethune-Cookman College, Summer Session, 1947

Bethune-Cookman University

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Recommended Citation

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Jean's Copy



FAITH HALL, erected in 1935, stands on the site made sacred by the Founder, who placed her first building there and named it FAITH after the kind of experience which had brought her that first venture in housing the school. In this building is located the spacious and inviting Dining Room, the kitchen and bake shop—all well ventilated and equipped with labor-saving devices. The seating capacity of the dining room is 300 persons.

Bethune-Cookman College

DAYTONA BEACH, FLORIDA

SUMMER SCHOOL

TWO SESSIONS:

JUNE 9 - JULY 14 (5 Weeks)

JULY 15 - AUGUST 18 (5 Weeks)

VOCATIONAL TRAINING—JUNE 2 - AUGUST 31

1947

Bethune-Cookman College is accredited by the Southern Association of Colleges and Secondary Schools and the State Department of Education as a four-year College; a member of the American Council on Education and the Association of Church-Related Institutions of Higher Education.

THE CALENDAR

FIRST SESSION

Registration for Vocational School	June 2
Classes begin for Vocational School	June 3
Registration	June 9
Late Registration fee (\$3.00) begins	June 10
Last day for Registration for Academic Students	June 13
Classes end for Vocational School	August 31

SECOND SESSION

Registration	July 15
Classes Begin	July 16
Late Registration Fee Begins	July 16
Last Day for Registration	July 19
Baccalaureate Sermon	August 17
Commencement	August 18
Classes for Vocational students are continuous—from June 2 to August 31.	

DAILY SCHEDULE

Rising Bell	5:30 A.M.
Breakfast	6:15 A.M.
First Hour Class	7:00 A.M.
Assembly (M W F)	12:00 A.M.
Dinner	12:30 P.M.
Supper	5:30 P.M.

OFFICERS OF ADMINISTRATION

SUMMER SESSION, 1947

Mary McLeod Bethune	<i>President-Emeritus</i>
LL.D., Lincoln University; L.H.D., Bennett College; D.Sc., Tuskegee Institute; LL.D., Howard University; LL.D., Atlanta University.	
Richard V. Moore	<i>President</i>
A.B., Knoxville College; M.A., Atlanta University.	
Charlotte L. Ford	<i>Dean-Registrar</i>
B.S., Teachers College, Columbia Univ.; M.A., Teachers College, Columbia Univ.	
Bertha L. Mitchell	<i>Secretary-Treasurer</i>
Wilberforce University.	
Maxwell W. Saxon	<i>Business Manager</i>
Bethune-Cookman College; B.S., Florida A. & M. College.	
Martha M. Berhel	<i>Librarian</i>
B.S., Southern University; B.L.S., Hampton Institute.	
Sadie J. McAllister	<i>Dean of Women</i>
Tuskegee Institute.	
Rudolph Matthews	<i>Dean of Men</i>
B.S., Morehouse College.	
T. A. Adams	<i>College Physician</i>
Cookman Institute; M.D., McHarry Medical College.	

OFFICERS OF INSTRUCTION

Charlotte L. Ford	<i>Dean-Registrar</i>
B.S., Teachers College, Columbia Univ.; M.A., Teachers College, Columbia Univ.	
Martha M. Berhel	<i>Education</i>
B.S., Southern University; B.L.S., Hampton Institute.	
Lester V. Baker	<i>Social Science</i>
B.S., West Virginia State College; B.D., Howard University; M.A., Howard University.	
Charles Francis	<i>Home Economics</i>
B.S., Tuskegee Institute; Additional Study, American School of Cookery, American University, and National School of Meat Cutting.	
Lillian Flynn Bryant	<i>Education</i>
B.S., Bethune-Cookman College.	
Eugenia Dunn Christian	<i>Science</i>
B.S., Louisville Municipal College; M.S., Atlanta University.	
Johnnie R. Clarke	<i>Social Science</i>
B.S., Florida A. & M. College; M.A., Fisk University; Additional Study, Ohio State University, University of Chicago.	
Florence L. Dyett	<i>Education</i>
B.A., Northwestern University; M.A., Northwestern University.	
R. P. Fair	<i>Religious Education</i>
B.A., Clark College; B.R.E., Gammon Theological Seminary; Further work, Atlanta University.	
Edwia Graham	<i>Music, Languages</i>
B.A., Bennett College; M.A., Atlanta University; Additional Study at Julliard Institute of Music and Howard University.	

Mr.

Rourke

Bernice V. Grant *Health Education*
B.S., Florida A. & M. College; R.N.

C. Leroy Hacker *Social Science*
A.B., Benedict College; D.B., Howard University; S.T.M., Oberlin College.

Alzada C. Hacker *Music*
B.A., Fisk University; Additional Study at Howard University, Oberlin College, Julliard Institute, Northwestern University.

Larzette G. Hale *Business Administration*
B.S., Langston University; Ph.M., University of Wisconsin; Additional Study, University of Chicago.

Mae C. Hawes *Mathematics*
A.B., Atlanta University; M.A., Columbia University; Additional Study at Columbia University, University of Chicago, and International People's College, Denmark.

Henry J. Jackson *Science*
B.S., Morehouse College; M.S., Atlanta University.

Fred C. King *Education*
B.S., Cheyney State Teachers College; M.S., University of Pittsburgh; Further Study, University of Pittsburgh and Pennsylvania State College.

H. V. Lucas *Business Administration*
B.S., New York University.

Sadie J. MacAllister *Home Economics*
Tuskegee Institute.

Carrie M. Pittman *Physical Education*
B.S., Florida A. & M. College.

Marion Speight *English, French*
A.B., LeMoyne College; M.A., Atlanta University; Additional Study at Ecole Normale D'Institutrices, Haiti.

Maude P. Aaron *Principal, Keyser Laboratory School*
B.S., Bethune-Cookman College.

VOCATIONAL

Albert M. Bethune, Sr. *Vocational Co-ordinator*
Fisk University.

Alvis Lee *Supervisor*
Bethune-Cookman College; Ford Motor Company Training Department.

Cecil Boston *Woodwork*
B.S., Florida A. & M. College.

H. T. Christian *Auto Mechanics*

Leonard Clark *Electricity*
B.S., A. & T. College.

Arthur Reynolds *Radio*
St. Emma Institute & National Institute.

Thomas Bryan *Auto Mechanics*
Tuskegee Institute.

John Walton *Shoe Repair*
Florida Baptist Academy, Saxon Shoe Manufacturnig Company.

Johnny L. Clarke *Related Training*
B.S., Florida A. & M. College.

Maude Neal Edwards *Secretary*
Bethune-Cockman College.

VETERANS ADVISEMENT CENTER

Lowry G. Wright (VA)	Chief
A.B., M.A., Atlanta University; Further Study, Columbia University.	
Noah B. Gaines (VA)	Assistant Training Officer
B.S., Florida A. & M. College.	
Edward Rodriguez (B-CC)	Director
B.S., Morehouse College; M.S., Atlanta University; Further Study, Garrett Biblical Institute.	
Albert M. Bethune, Jr. (B-CC)	Associate Director
Morehouse College; Bethune-Cookman College.	
O'Conner T. Clark (B-CC)	Psychometrist
B.S., Tuskegee Institute; Additional Study, Air Craft Fabrication, Chicago.	
Eloise M. Jackson (VA)	Secretary
B.S., Georgia State College.	
Katherine Edwards (B-CC)	Typist
Florida A. & M. College.	

REHABILITATION, EDUCATION & TRAINING DIVISION

VETERANS ADMINISTRATION

Alvie A. Benton	Assistant Training Officer
B.S., Florida A. & M. College; Further Study at Temple University and Pioneer Business School, Philadelphia.	
VA—Veterans Administration. B-CC—Bethune-Cookman College.	

ADMINISTRATIVE ASSISTANTS

Eloise Thompson	Secretary to President
A.A., Bethune-Cookman College.	
Edythe E. Lucky	Secretary to Director
B.S., Florida A. & M. College.	
Wilmer C. Smith	Cashier
A.A., Bethune-Cookman College.	
Tansy T. Purcell	Bookkeeper
Bethune-Cookman College.	
David L. Leaver	Secretary to Business Manager
B.S., Morehouse College; Further Study, Atlanta University.	
Vera Vooden	Secretary, President's Office
A.B., Bennett College.	
Edith Clark	Secretary, Treasurer's Office
Florida A. & M. College.	
Grace Mickle	Secretary, Veterans Records
New York University.	
Ruth Carter	Hostess, Cookman Hall
Panchita Williams	Hostess, Curtis Hall
Bethune-Cookman College.	
T. A. Adams	College Physician
Cookman Institute; M.D., Meharry Medical College.	
Bernice Grant	College Nurse
B.S., Florida A. & M. College; R.N.	
Charles Francis	Director, Boarding Dept.
B.S., Tuskegee Institute; Additional Study, American School of Cookery, American University and National School of Meat Cutting.	
Sadie G. Sharp	Dining Hall Hostess
Bethune-Cookman College.	
Ben Lane	Laundry Supervisor
Edward VanPoole	Superintendent of Buildings & Grounds
Bethune-Cookman College.	

THE SUMMER SESSION

A program of education designed to meet the needs of the people and the challenges of the times must take into consideration the rapid changes taking place in the economic, political and social life of the people. It must provide opportunities for young people and adults to find their position in the channels of American life as contributors to the common welfare and progress. To become successful contributors necessitates that the leaders and workers be mentally and physically fit, and vocationally productive; keep up-to-date in matters that are civic and cultural; possess the courage to work for their honest convictions and dedicate their lives to sacrificial service. Well roundedness, ability to produce, scholarship, vision, seriousness of purpose and the spirit of service in terms of the requirements of life to-day are ends toward which education must strive. To the end of accomplishing these goals, Bethune-Cookman College plans to center all Summer School Courses and activities around the life of the students and the communities in which they live. The program, therefore, will be life-related, designed to meet total needs, in terms of present day living, of those in attendance.

To meet total needs, total resources will be utilized. Special consideration will be given to the mental, emotional and physical health of those who come to the college. The Workshop approach, where student and teacher work together cooperatively on problems with which the in-service teacher is confronted, will be utilized in all courses.

Bethune-Cookman College at Daytona Beach, Florida, is unique in the combination of location and educational advantages it offers. Located at Daytona Beach on the East Coast, the College has within ready access forests, lakes, the Atlantic Ocean, unique geological phenomena, ruins of the earliest Indian culture—all the resources necessary for invigorating activity and serious study.

To direct this program of activities the administration has secured the best instructional staff available, which staff will be given freedom to plan courses and programs on the basis of student and community needs. Students in turn are given full opportunity to work on problems that are real and important to them. Liberal regulations governing the activities of students and the close faculty-student relationship make campus life pleasant, stimulating and profitable.

THE WORKSHOP APPROACH MEANS—

1. A chance to work on an important interest or problem.
2. The stimulation of small group discussion and the opportunity for an adequate number of individual conferences about one's own problems with competent people.
6. The opportunity to study the means by which social living related problems, kindred interests, and somewhat similar goals.
4. A well-rounded and rich summer's experience made possible through the interplay of professional, recreational, and social contacts.
5. The opportunity to experience at first hand the application to teacher-education of the experience curriculum with its emphasis on teacher guidance and teacher-pupil initiating, planning, executing, and evaluating of activities.
6. The opportunity to study the means by which social living may be improved through the use of creative arts as well as through books.

THE LABORATORY SCHOOL

The College will maintain a laboratory school during the summer for pupils in the Elementary School, which will be intimately related to the Program for teachers at this level.

EDUCATION FOR VETERANS

Veterans who qualify for Educational Benefits under public law 16 or public law 346 are eligible to enter training in the summer session as well as during the regular school year.

Bethune-Cookman is happy to make available its total facilities to Veterans who desire to increase their training as a means of being better prepared to make their contribution on the home front.

Courses leading to the Bachelor of Science Degree in Elementary Education, Secondary Education, Home Economics, and Business Administration are offered, and Vocational Training in Automobile Mechanics, Carpentry, Electricity, Machine Shop, Radio, Shoe Repair, Commercial Dietetics is provided. Vocational training courses are two years in length.

To obtain admission to the College:

- A. Fill out application for admission blank and mail to the Registrar's Office.
- B. Arrange to have a transcript of your school record sent directly from the school to the Office of Admission.
- C. Take the scholastic aptitude test. (Students who transfer 28 college credits or more are not required to take this test except in special cases as determined by the Office of Admission.) This requirement should be met as soon as possible.

To establish eligibility for training:

- A. If you live in the vicinity of Volusia County:
 - 1. Get a photostatic copy of your discharge or certificate of service. (Officers who have a cadet or enlisted discharge should get copies of that also.)
 - 2. Take the photostatic copy to a Training Officer of the Veterans Administration and file an application for a "Certificate of Eligibility."
- B. If you do not live in the vicinity of Volusia County, consult with the nearest Office of Veterans Administration.

(NOTE: All veterans are urged to apply for their "Certificate of Eligibility" as early as possible, since it takes time to get the Certificate once one is applied for. If you do not receive your "Certificate of Eligibility" before school begins, arrangements can be made whereby a veteran may deposit a sufficient amount of money to cover initial fees and expenses and thus be able to start school on time.)

To obtain credit for service training:

File your Record of Service with the Office of the Registrar. An evaluation of all training courses offered in all branches of the service has been made by the American Council on Education. Most colleges and universities follow the recommendation of this body in granting credit for service training. The evaluation of service training will not be made until the student is eligible for regular standing.

For general information:

Concerning offerings of the college, advice concerning the choice of a major field of study or information as to curriculum content, etc., consult with the Office of the Dean.

For specific and technical information:

Concerning any individual curriculum, consult with the Dean of the College or Head of the Division or Department concerned.

For housing information:

- A. *Men*—go to the Office of the Dean of Men.
- B. *Women*—go to the Office of the Dean of Women.

To arrange for payment of tuition and fees:

A. Under Public Law 346 or under the State Plan, deposit your Certificate of Eligibility at the Office of the Registrar on the second floor of the Administration Building.

B. Under Public Law 16, consult with the training officer in the Vocational Building.

If you plan to live on the campus and eat in the college dining hall, your expenses of board and lodging will be \$10 a week. You should bring with you at least a three months supply of money to defray expenses and take care of your needs until you begin to receive your subsistence allowance from the Veterans Administration. All bills of room and board at the college are payable in advance.

VETERANS ADVISEMENT CENTER

Bethune-Cookman College is one of the institutions providing training for Veterans of World War II under Public Law No. 16 and Public Law No. 346 of the Congress of the United States.

A Veterans Advisement Center for the purpose of giving guidance and testing to Veterans interested in taking advantage of their educational opportunities is in operation at Bethune-Cookman College. Trained personnel is employed by the Veterans Administration and Bethune-Cookman College to counsel and administer tests to Veterans to help them decide on their objective.

GENERAL INFORMATION

There are no examinations or other regular requirements for admission to the Summer School. All persons who hold a teacher's certificate or have graduated from a standard four year high school, or those who wish to complete their high school work are eligible to attend. All persons must satisfy the Director of the Summer School that they are able to pursue with profit the course for which they wish to register.

ASSEMBLY PERIODS

An assembly program is held at 12:00 o'clock on Monday, Wednesday, and Friday. At this time activities and programs of a functional character prepared and directed by students are presented.

ADVANCED STANDING

The College will accept credit (not below "C") from all accredited colleges and universities, provided a satisfactory transcript of the work done is sent by the institution to this college by the first day of registration.

TWO TERMS

The first 1947 summer session will open Monday, June 2, 1947, for vocational students, and Monday, June 9, 1947, for regular students. It will consist of five weeks' duration, closing on Monday, July 14, 1947, for regular students.

The second 1947 summer session will open July 15, 1947. It will also consist of five weeks' duration, closing on Monday, August 18, 1947.

The vocational program is continuous from June 2 to Aug. 31.

COLLEGE CREDIT

The maximum load for which a student may register is determined by the individual's academic average for the last previous term of college work regardless of the institution attended.

- (1) An average of "B" or better, 9 semester hours.
- (2) An average of less than "B", 6 semester hours.

In the case of students who are transferring from other institutions and who feel qualified to take the maximum load, their official transcripts must be in the office of the Registrar by the first day of registration.

Courses which carry 3 semester hours credit will meet daily six days a week. Courses which carry 2 semester hours credit will meet four days a week.

The unit of credit in the summer school is the "semester hour." One semester hour of credit is granted for the successful completion of two 60 minute clock hours per week of recitation or of four 60 minute clock hours per week of laboratory work for the full term.

GRADING SYSTEM

The letters A, B, C, and D, respectively, represent superior, above average, average, and passing work. The letter F is a failing grade; I, incomplete.

CREDENTIALS AND TRANSCRIPTS

Credentials submitted to the Registrar become the property of the College and are kept permanently in the files.

Upon request, one transcript of credits will be issued without charge. A fee of one dollar (\$1.00) will be charged for each additional transcript.

Transcript of credits will not be issued to students by the Registrar's office during registration periods of any term, but should be requested before or after registration periods.

QUALITY POINTS

Each hour of A grade work carries 3 quality points; B grade, 2 points; C grade, 1 point; D grade, 0 points; and F grade, —1 point.

ATTENDANCE

The regular class work will begin promptly June 10 for the first session and July 16 for the second session for regular students. Instructors will exclude from class all except those for whom class cards have been received from the Registrar. Regardless of when a student enters, he or she is held responsible for the entire work of the class. Students who are absent from any class more than three times beginning with Tuesday, June 10, will not receive credit for that particular subject.

STUDENT RESPONSIBILITY

Each student must assume full responsibility for registering for the proper courses and for fulfilling all requirements of graduation. Candidates for graduation must file in the office of the Registrar, formal application for graduation and must pay the diploma fee by July 20, 1947.

Each student is responsible for every course for which he registers. Courses can be dropped or changed only through the office of the Dean.

ADJUSTMENT

The Summer School is an integral part of the College. It is therefore, expected that all enrollees of the session will cheerfully adjust themselves to existing campus regulations and cooperate in their maintenance.

For the protection and safety of students reasonable dormitory regulations will be observed by all summer students. A complete list of regulations will be furnished each student upon arrival.

LIVING ACCOMMODATIONS

The College has a trained dietitian on its staff for the summer, through whom it provides balanced meals, nutritious and appetizing. These meals are prepared for average, normal people. In cases where these meals are not acceptable the person thus concerned will come prepared to pay extra in cash for any special dishes or diets requested. This statement should be considered before you register.

Both body and mind need refreshment after toil. Realizing this fact, the College affords wholesome recreation for its Summer Session students. Musical programs, plays, lectures, movies are some of the recreational opportunities. Hikes and picnics will add to the enjoyment of the Session. On Friday evening during the session informal gatherings of students are held on the campus. The programs are varied, given over to various kinds of entertainment directed by student committees. Dramatic entertainments are generously interspersed.

All rooms are large and airy and are comfortably equipped with single beds, mattresses, pillows, dressers, and chairs. The student will provide his own bed linens, quilts, towels, and other things for his own special convenience.

A limited amount of room space may be reserved in advance by sending a registration fee of \$5.00, payable to Bethune-Cookman College, addressed to the Secretary-Treasurer, Mrs. Bertha L. Mitchell. Information concerning Veterans housing may be secured from the Secretary-Treasurer.

Bethune-Cookman College was conceived in faith, and dedicated to the idea of consecration to Christ and His ideal of salvation through service. Emphasis is placed upon Christianity rather than denominationalism and sectarianism. Every effort is made to make the spiritual life and atmosphere of the campus deep and abiding.

FEES AND FINANCIAL REGULATIONS

REGULAR

1. Matriculation fee (not refundable) \$40.00
(This fee includes registration, tuition not exceeding 6 hours, library fee.)
2. Room and board (per week) \$10.00
3. Medical fee 2.00
4. Laundry service at hourly rates.

SPECIAL

1. Deposit on key to dormitory room (refundable upon return of key) .50
2. Diploma fee 3.50
3. Academic attire rental 2.00
4. Late registration—first session, after June 9; second session, after July 15 (academic students) 3.00
5. Change in program—first session, after June 10; second session, after July 16 (academic students) 1.00
6. Use of radio in room 2.00
7. Supervised teaching fee 5.00
8. Service fee (non-boarding students) 5.00
9. Late examination fee (per class) 1.00

10. Lunchroom Management Fee	5.00
11. Public School Art Fee	2.00
12. Biology Fee	4.00
13. Chemistry Fee	4.00
14. Physics Fee	4.00
15. Shorthand & Typing Fee	2.00
16. Clothing Fee	2.00
17. Foods Fee	3.00
18. Tuition (including Books and Supplies), Vocational Students	Per month, 40.00

Tools: Minimum, \$50.00; maximum, \$100.00.

The same fees will be charged for each session.

Positively no reduction nor extension will be made in the payment of published entrance fees and tuition. These charges must be paid at the time of registration.

Board and room payments must be made in advance.

Fees paid for room reservations will be refunded up to and including, but not after June 1 (for the first session) and July 10 (for the second session).

If by Thursday of the first week students for any reason wish to withdraw from the College, the fees paid, less a flat fee of \$10.00, will be refunded. *No refunds will be made after this date.*

The College Bookstore carries a full line of all text books used in the Summer Session sold at list prices. Students are advised on account of changes of texts not to purchase their books in advance. All text books will be sold strictly for cash.

Students registered in courses requiring the use of materials will pay the materials fee of such courses as indicated in the schedule of fees and financial regulations.

ACADEMIC INFORMATION

CREDIT

The courses offered in the Summer School are, for the most part, the same and are on the same credit basis as courses given during the regular school year. Those completing work are given credit toward graduation according to the conditions of the regular catalog. Work in the Summer School meets

fully the requirement of the State Department of Education.

Students who wish to enter the Summer Sessions as beginning freshmen should obtain application forms from the Director of Admissions (the Dean of the College). Such students must present evidence of graduation from high school, or its equivalent, with acceptable grades and credit. Any applicant who wishes to enter Bethune-Cookman College on a year-round basis may be required to take entrance examinations.

Students should register on June 9 (first session) or July 15 (second session) in the Library, 8:30 to 5:00 P. M.

Inasmuch as registration on designated days is vital to the successful working of any system of registration, the following regulations concerning registration will be rigidly enforced:

1. Any student who has not completed his registration by 5:00 P. M. on June 9 (first session) or July 15 (second session) will be charged a late registration fee of \$3. A student may not register for credit after June 13 (first session) or July 19 (second session).

2. Any student who changes his registration after June 10 (first session) or July 16 (second session) will be charged a fee of one dollar (\$1.00). Dropping a subject will be considered a change of registration.

3. No credit will be recorded for a student in any subject in which he has not been properly enrolled in the Registrar's Office.

4. A student who fails to appear in any class for which he has registered may receive an "F" in the course.

5. No student will be admitted to classroom instruction and recitation until he has officially registered, and his instructors have received class admission cards for each course. Registration is not complete until fees have been paid.

Procedure for dropping a course:

1. Go to the Dean's Office and get two (2) drop cards.
2. Fill these two cards out and give all information requested.
3. Get Department Head's signature.
4. Get the Dean to sign these two cards.
5. Go to the Business Office and get them stamped.
6. Leave one card at the Business Office and return the other card to the Dean's Office.

The same procedure is followed for adding a course.

EXTENSION AND CORRESPONDENCE

Bethune-Cookman College does not at this time offer extension or correspondence work. We do, however, accept work

done in this manner from approved institutions. Not more than 25% of the total number of hours required for graduation will be accepted if done through extension or correspondence.

GUIDANCE SEMINAR

For the second session, which begins July 15, a Guidance Seminar will be conducted. The basic principles of guidance will be explored and the simple techniques available to the average High School teacher will be given adequate attention.

Majors in English, Science, Mathematics, Social Science, Modern Languages, Home Economics, and Business Education will find courses to meet their needs. Other courses will be offered according to the needs of the teachers and number of students requesting various courses.

GRADUATION REQUIREMENTS

1. *Undergraduate Certificate*

While meeting the specification requirements of the State Department of Education and those of the College, the student must earn sixty-four (64) semester hours and at least sixty-four quality points to become eligible for graduation. An average of "C" is required of all candidates for graduation. In addition, all candidates will be required to pass satisfactory examinations in standardized English and Arithmetic tests. Candidates for graduation should make room reservations on or before June 1, and should have filed in the Registrar's office on or before this date official transcripts of work done in other institutions so that credits may be evaluated and a schedule of courses outlined for the Summer Session. Candidates for graduation may not be registered who have not complied with these requirements. Candidates for graduation must do at least 16 semester hours of work in residence before they are eligible for graduation, and the last eight (8) semester hours of work prior to graduation must be done in residence.

2. *B. S. Degree*

The College offers the B. S. degree in Elementary Education, Home Economics, Business Administration, and Secondary Education, with majors in the following areas: Science, Eng-

lish, Social Science, Modern Foreign Languages, and Mathematics. For the B. S. degree a student must take one major (30 semester hours) and one minor (18 semester hours) for his teaching field. In addition he must satisfy the requirement of the State Department of Education. Four semester hours of physical education are required of all students.

At least thirty-two semester hours of work must be done in residence at Bethune-Cookman College. The last eight semester hours of work prior to graduation must be done in residence.

3. Comprehensive Education

Candidates for graduation must pass a comprehensive examination in the major field of study as a preliminary test of eligibility for the Bachelor's Degree. The Comprehensive examination is both written and oral, and the Department Chairman is responsible for all arrangements and the certification of results of the comprehensive.

4. Commencement Activities

Candidates for graduation are required to attend class and other exercises incident to their graduation. The Dean will grant emergency requests to be absent from such activities.

EXTENSION OF CERTIFICATES

1. The certificate must be valid at the close of the Summer Term attended and at the time formal application for extension is made.

2. The applicant must pass six semester hours in which no grade is below a "C". At least one-third of the work must be in professional subjects.

3. Courses in Education and all other courses which definitely apply toward meeting the requirements for a diploma are counted as professional subjects.

TEACHER EDUCATION REQUIREMENTS

(Lower Division leading to the Junior College Diploma and Under-graduate Certificate.)

A. General Preparation:

A broad general background is considered essential in the preparation of teachers. At least six semester hours are required in each of the following fields: Science, Social Studies, English, and Mathematics. At least one-semester course is required in Health Education, or Hygiene, and at least one-semester course is required in Physical Education. It is also considered highly desirable for the prospective teacher to have had general courses in Science, Social Science, Mathematics, Fine Arts, Language Arts, and the like.

B. Professional Preparation:

1. The applicant must have at least three semester hours of observation and practice teaching; or

2. He must have had at least sixteen months' actual teaching experience within the three-year period immediately preceding the completion of his application for a certificate. (This meets the experience requirement but may not be counted as a part of the eighteen hours of professional preparation.)

*C. Elementary School Course:

The applicant must hold a degree based on four years' work in a standard institution and must have a major in Elementary Education approved by the State Department—OR must have met the requirements for the undergraduate certificate covering the elementary school course in an institution whose curriculum is approved by the Department—OR must have met the requirements for the undergraduate certificate and have credit in the following fields:

1. Educational psychology or child and adolescent psychology.
2. History and principles of education or introductory education.
3. Elementary school curriculum or general methods of teaching in the elementary school.
4. Principles and methods of teaching reading.
5. Children's literature.
6. Methods and materials in science in the elementary school.
7. Methods and materials in social studies in the elementary school.
8. Six semester hours in United States History and Constitution or American Government.
9. Geography.
10. Methods and materials in health education in the elementary school.
11. Methods and materials in arithmetic in the elementary school.
12. Methods and materials in physical education in the elementary school.
13. Four semester hours in public school music.
14. A credit or non-credit course in penmanship.
15. Four semester hours in public school art.

The State requirements for the undergraduate certificate are identical with those for the graduate certificate in Elementary Education.

* Subject to change.

CLASS SCHEDULE*

Dept.	Course No.	Class	Days	Room & Bldg.	Sem. Hrs.
First Hour: 7:00-8:00					
Ed	403	Reading Methods	Daily	Wh 8	3
Ed	406	Children's Literature	MTThF	Sci 6	2
Sci	201	General Biology	Daily	Sci 4	3
Sci	301	General Inorganic Chemistry	Daily	Sci 5	3
HE	101	Art—Principles of Line, Color, & Design	MTWTh	Crafts	2
Mus	112	Sight Singing, Ear Training, Group Voice	MTThF	Audit	2
Eng	213	Public Speaking	Daily	Sci 7	3
Soc	201	Introductory Sociology	Daily	Sci 1	3
HE	322	Child Care & Developmnet	MTThF	Wh 1	2
Soc	321	European History	Daily	Wh 7	3
Ag	112	Horticulture (Vegetable Gardening.	Daily	Sci 3	3
Second Hour: 8:00-9:00					
Eng	410	Contemporary Reading	Daily	Curr Lab	3
Ed	232	Psychology in Education	Daily	Wh 8	3
BA	422	Business Law	Daily	Wh 4	3
Ed	307	M. & M. Social Studies	MTThF	Sci 6	2
Sci	201	General Biology	WS	Sci 4	0
Sci	301	General Inorganic Chemistry	WS	Sci 8	0
HE	101	Art—Prin. of Line, Color, Design	MW	Crafts	2
Ed	212	Public School Music	MTThF	Audit	0
Eng	101	English Composition	Daily	Sci 7	3
Soc	243	American Government	Daily	Wh 7	3
Soc	333	Conservation	Daily	Wh 1	3
Math	201	College Algebra	Daily	Sci 3	3
Third Hour: 9:00-10:00					
Ed	206	Elementary Curriculum	Daily	Wh 8	3
BA	201	Elementary Shorthand & Typing	Daily	Wh 4	3
Ed	311	M. & M. Arithmetic	MTThF	Sci 6	2
HE	102	Clothing—Selection & Construction	Daily	Crafts	3
Eng	323	Negro Literature	Daily	Curr. Lab.	3
Soc	301	Marriage and the Family	Daily	Sci 1	3
HE	442	Nutrition and Lunch Room Planning	Daily	Wh 1	3
Soc	231	Human Geography	Daily	Wh 7	3
Sci	401	General Physics	Daily	Sci 2	3
Math	311	Trigonometry	Daily	Sci 3	3
PE	211	Health Education	Daily	Sci 7	3
Sci	101	Survey Physical Science	Daily	Sci 4	3
Fourth Hour: 10:00-11:00					
Ed	201	Introduction to Education	Daily	Wh 8	3
BA	201	Elementary Shorthand & Typing	Daily	Wh 4	0
HE	102	Clothing—Selection and Construction	WS	Crafts	0
Ed	222	Public School Art	MTThF	Crafts	2
Mus	211	Elementary Harmony	MTThF	Audit	2
Eng	331	Survey American Literature	Daily	Sci 7	3
Ed	310	M. & M. Science	MTThF	Sci 4	2
HE	442	Nutrition & Lunch Room Planning	WS	Foods Lab.	0
Soc	311	Principles of Economics	Daily	Sci 1	3
Soc	443	Negro in Contemporary Life	Daily	Wh 7	3
Sci	401	General Physics	WS	Sci 2	0
Fifth Hour: 11:00-12:00					
Ed	400	Elementary Practice Teaching	Daily	Wh 8	3
Ed	321	Insurance	Daily	Wh 4	3
Ed	308	M. & M. Physical & Health Ed	MTThF	Sci 6	2
Ed	223	Public School Art	MTThF	Crafts	2
Ed	313	Public School Music	MTThF	Audit	2
Eng	301	Survey English Literature	Daily	Sci 1	3
Soc	313	Consumer Economics	Daily	Wh 1	3
Soc	241	U. S. History	Daily	Wh 7	3
Math	101	College Mathematics	Daily	Sci 3	3
Assembly: MWF 12:00-12:30					
Lunch: 12:25-1:25					
Sixth Hour: 1:30-2:25					
PE	101	Physical Education	MW	Audit	1
PE	101	Physical Education	TTh	Audit	1

* Subject to change.